**DPS Schedule 6 (Order Form Template and Order Schedules)**

**Order Form**

ORDER REFERENCE: **CCZZ22A13**

THE BUYER: National Infrastructure Commission

BUYER ADDRESS: **REDACTED TEXT under FOIA Section 40, Personal Information**.

THE SUPPLIER: Ricardo AEA Ltd

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40, Personal Information**.

REGISTRATION NUMBER: **REDACTED TEXT under FOIA Section 40, Personal Information**.

DUNS NUMBER: **REDACTED TEXT under FOIA Section 40, Personal Information**.

DPS SUPPLIER REGISTRATION SERVICE ID: **REDACTED TEXT under FOIA Section 40, Personal Information**.

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated Wednesday 23rd November 2022

It’s issued under the DPS Contract with the reference number [Research & Insights RM6126 Lot 1: Research & Insights the Provision of Waste and the Circular Economy Infrastructure

DPS FILTER CATEGORY(IES):

Not applicable

ORDER INCORPORATED TERMS

The following documents are incorporated into this Order Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Order Special Terms and Order Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6126.
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
* Joint Schedules for RM6126.
	+ Joint Schedule 2 (Variation Form)
	+ Joint Schedule 3 (Insurance Requirements)
	+ Joint Schedule 10 (Rectification Plan)
	+ Joint Schedule 11 (Processing Data)

* Order Schedules for **CCZZ22A13**
	+ Order Schedule 3 (Continuous Improvement)
	+ Order Schedule 5 (Pricing Details)
	+ Order Schedule 7 (Key Supplier Staff)
	+ Order Schedule 8 (Business Continuity and Disaster Recovery)
	+ Order Schedule 20 (Order Specification)

1. CCS Core Terms (DPS version) v1.0.3
2. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**

No other Supplier terms are part of the Order Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

ORDER SPECIAL TERMS

The following Special Terms are incorporated into this Order Contract:

**None**

ORDER START DATE: Tuesday 22nd November 2022

ORDER EXPIRY DATE: Monday 22nd May 2022

ORDER INITIAL PERIOD: 6 Months

The Total Contract Value is £79,814.17. The contract will be for a 6-month period with no options to extend.

DELIVERABLES

See details in Order Schedule 20 (Order Specification)]

MAXIMUM LIABILITY

The limitation of liability for this Order Contract is stated in Clause 11.2 of the Core Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £96,000 (inc. VAT)

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)]

REIMBURSABLE EXPENSES

Expenses should be accounted for in the total cost of the bid and are not separately recoverable.

PAYMENT METHOD

All invoices must be sent, quoting a valid purchase order number (PO Number), to **REDACTED TEXT under FOIA Section 40, Personal Information**. copying in **REDACTED TEXT under FOIA Section 40, Personal Information**. and to the address below:

**REDACTED TEXT under FOIA Section 40, Personal Information**.

Within 10 Working Days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.

If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to **REDACTED TEXT under FOIA Section 40, Personal Information**.copying in **REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S INVOICE ADDRESS:

**REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S AUTHORISED REPRESENTATIVE

**REDACTED TEXT under FOIA Section 40, Personal Information**.

BUYER’S ENVIRONMENTAL POLICY

Not applicable

BUYER’S SECURITY POLICY

Not applicable

SUPPLIER’S AUTHORISED REPRESENTATIVE

**REDACTED TEXT under FOIA Section 40, Personal Information**.

SUPPLIER’S CONTRACT MANAGER

**REDACTED TEXT under FOIA Section 40, Personal Information**.

PROGRESS REPORT FREQUENCY

Weekly

PROGRESS MEETING FREQUENCY

Weekly unless agreed otherwise

KEY STAFF

**REDACTED TEXT under FOIA Section 40, Personal Information**.

KEY SUBCONTRACTOR

N/A

E-AUCTIONS

Not applicable.

COMMERCIALLY SENSITIVE INFORMATION

**REDACTED TEXT under FOIA Section 43 Commercial Interests**.

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

|  |  |
| --- | --- |
| **For and on behalf of the Supplier:** | **For and on behalf of the Buyer:** |
| Signature: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Signature: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Name: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Name: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Role: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Role: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |
| Date: | **REDACTED TEXT under FOIA Section 40, Personal Information**. | Date: | **REDACTED TEXT under FOIA Section 40, Personal Information**. |